

Intelligence Research Specialist

DEPARTMENT OF HOMELAND SECURITY

Customs and Border Protection

U.S. Border Patrol

Summary

****The job announcement has been amended to extend the closing date until Friday, April 9th, 2021.****

As our nation navigates the COVID-19 pandemic, CBP is committed to delivering our mission to safeguard America's borders and enable legitimate trade and travel. Staffing mission critical positions remains a high priority. Be reassured that **CBP is still hiring**, despite potential hiring process step delays due to restrictions to in-person activities.

Overview

Job canceled

Open & closing dates

🕒 03/29/2021 to 05/24/2021

Salary

\$101,179 - \$131,533 per year

Pay scale & grade

GS 13

Location

1 vacancy in the following location:

📍 **Selfridge ANG Base, MI**

1 vacancy

Remote job

No

Telework eligible

No

Travel Required

Occasional travel - Overnight travel may be required on a regular and recurring basis.

Relocation expenses reimbursed

Yes— A PCS relocation benefit has been authorized

Appointment type

Permanent

Work schedule

Full-time

Service

Competitive

Promotion potential

13

Job family (Series)

[0132 Intelligence](#)
[\(/Search/Results?j=0132\)](#)

Supervisory status

No

Security clearance

[Top Secret](#)
[\(/Help/faq/job-announcement/security-clearances/\)](#)

Drug test

Yes

Announcement number

USBP-IMP-11066969-XYA

Control number

596285800

This job is open to

**Federal employees - Excepted service**

Current excepted service federal employees.

**Internal to an agency**

Current federal employees of this agency.

Clarification from the agency

Current Department of Homeland Security employees who are currently working in a permanent competitive service position including those eligible under the Transportation Security Administration Interchange Agreement

Duties

Organizational Location: This position is with the Department of Homeland Security, within U.S. Customs and Border Protection, U.S. Border Patrol Headquarters, Law Enforcement Operations Directorate, Selfridge Air National Guard Base, Michigan.

The work carried out by this position engages in developing sources of information for intelligence collection used for projecting data and/or estimates of future situations, developing trends and patterns, and producing studies and tactical data. Apply for this position and use your expertise to provide strategic, tactical and operational intelligence to management officials of DHS. This position starts at a salary of \$101,179.00 (GS-13, Step 1) to \$131,533.00 (GS-13, Step 10) with promotion potential to \$131,533.00 (GS-13 Step 10).

In this Intelligence Research Specialist position, you will serve as an expert in the planning, evaluating, discussing and testing of intelligence information. Your duties will include:

- Conducting and developing in-depth strategic, operational and tactical intelligence research, analysis, and reporting across all classification levels using advanced databases and intelligence systems

- Leading both short and long term complex intelligence projects on topics that include, but are not limited to, terrorism, illicit migration, human trafficking, drug smuggling, and money laundering
- Creating and maintaining relationships with internal and external stakeholders and facilitate the horizontal and vertical intelligence sharing and integration between multiple U.S. Border Patrol (USBP) entities and other domestic and bi-national law enforcement partner agencies in support of the U.S. Customs and Border Protection (CBP) and USBP Intelligence Enterprises (IE)
- Managing intelligence projects, including the intelligence flow between multiple USBP Sectors and other law enforcement partner agencies, and identify intelligence gaps based on intelligence reporting on illicit migration, terrorism, drug smuggling, and money laundering which leads to arrest or intra or inter-agency criminal investigations
- Performing in a collaborative environment, while demonstrating the ability and skills to lead in autonomous projects, to include extensive report writing, and provide executive level briefings to foreign and domestic partners on intelligence research and products

Requirements

Conditions of Employment

- You must be a U.S. Citizen to apply for this position
- Males born after 12/31/1959 must be registered with Selective Service
- Primary U.S. residency for at least three of the last five years (additional details below)
- You may be required to pass a background investigation
- CBP follows the DHS Drug-Free Workplace Plan for drug testing procedures

Qualifications

Experience: You qualify for the GS-13 grade level if you possess 1 year of specialized experience equivalent to at least the next lower grade level, performing duties such as:

- Serving as a criminal intelligence expert to collect intelligence to support specific long range planning, programs, and activities
- Researching and analyzing information to develop and publish intelligence products and reports
- Developing and projecting data to draw conclusions and estimate probabilities based upon a knowledge of current/past intelligence situations
- Reviewing and processing intelligence information from a variety of sources using creative methodologies to develop trends, patterns, profiles, estimates, studies, and tactical interdiction information to solve unusual problems
- Representing the organizations with private contractors and outside intelligence sources

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide

valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements, including education if applicable to this position, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the federal service) by 04/09/2021.

The Office of Personnel Management (OPM) must authorize employment offers made to current or former political appointees. If you are currently, or have been within the last 5 years, a political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee in the Executive Branch, you must disclose this information to the Human Resources Office.

Background Investigation: U.S. Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country, and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (e.g., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy), and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. For more information visit [this link](http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation) (<http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation>).

Residency: There is a residency requirement for all applicants not currently employed by CBP. Individuals are required to have physically resided in the United States or its protectorates (as declared under international law) for at least three of the last five years. If you do not meet the residency requirement and you have been physically located in a foreign location for more than two of the last five years, you may request an exception to determine if you are eligible for a residency waiver by meeting one or more of the following conditions:

- Working for the U.S. Government as a federal civilian or as a member of the military
- A dependent who was authorized to accompany a federal civilian or member of the military who was working for the U.S. government
- Participation in a study abroad program sponsored by a U.S. affiliated college or university
- Working as a contractor, intern, consultant or volunteer supporting the U.S. government

Probationary Period: All employees new to the federal government must serve a one year probationary period during the first year of his/her initial permanent federal appointment to determine fitness for continued employment. Current and former federal employees may be required to serve or complete a probationary period.

Education

This job does not have an education qualification requirement.

Additional information

This position is not covered under the bargaining unit.

Security Clearance: You will be required to obtain a Top Secret/SCI or higher level clearance for this position.

DHS uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about [E-Verify](https://www.e-verify.gov/) (<https://www.e-verify.gov/>) including your rights and responsibilities.

Follow U.S. Customs and Border Protection on Twitter [@CustomsBorder](https://twitter.com/#!/customsborder) (<https://twitter.com/#!/customsborder>).

The Department of Homeland Security encourages persons with disabilities to apply, to include persons with intellectual, severe physical or psychiatric disabilities, as defined by 5 CFR § 213.3102(u), and/or Disabled Veterans with a compensable service-connected disability of 30 percent or more as defined by 5 CFR § 315.707. [Veterans](https://www.fedshirevets.gov/job-seekers/special-hiring-authorities/#content) (<https://www.fedshirevets.gov/job-seekers/special-hiring-authorities/#content>).

, [Peace Corps](https://www.peacecorps.gov/returned-volunteers/careers/noncompetitive-eligibility/) (<https://www.peacecorps.gov/returned-volunteers/careers/noncompetitive-eligibility/>), [VISTA volunteers](https://www.vistacampus.gov/after-vista/career/) (<https://www.vistacampus.gov/after-vista/career/>).

, and [persons with disabilities](http://www.opm.gov/policy-data-oversight/disability-employment/) (<http://www.opm.gov/policy-data-oversight/disability-employment/>).

possess a wealth of unique talents, experiences, and competencies that can be invaluable to the DHS mission. If you are a member of one of these groups, you may not have to compete with the public for federal jobs. To determine your eligibility for non-competitive appointment and to understand the required documentation, click on the links above or contact the Servicing Human Resources Office listed at the bottom of this announcement.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Learn more about federal benefits](https://www.usajobs.gov/Help/working-in-government/benefits/) (<https://www.usajobs.gov/Help/working-in-government/benefits/>).

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[Review our benefits](https://www.dhs.gov/homeland-security-careers/benefits/) (<https://www.dhs.gov/homeland-security-careers/benefits/>).

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Applicants will only be considered for the Eligibilities for which they claim in the job questionnaire AND must provide the supporting documentation. Applicants will not be considered for Eligibilities for which they did not claim, regardless of the documentation submitted with the application.

<https://apply.usastaffing.gov/ViewQuestionnaire/11066969>

The competencies or knowledge, skills, and abilities needed to perform this job are:

- Knowledge of critical thinking techniques and structured analysis methods required to mitigate bias; intelligence question validation processes; and critical reading techniques to review intelligence information
- Ability to determine information source reliability, and credibility of facts and estimates for application to a variety of intelligence problems and functional areas
- Knowledge of unclassified open source information systems and databases and the navigation techniques used to gather and develop content for analytical products and briefings
- Skill in gathering and developing content for analytic products and briefings to provide situational awareness for decision makers and operators
- Knowledge of principles, rules, and regulations regarding the secure handling of classified information, products, and derivative classification requirements

If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. Preview the job questionnaire

<https://apply.usastaffing.gov/ViewQuestionnaire/11066969>

Agency Career Transition Assistance Program (CTAP) Eligibles: If you have never worked for the federal government, you are not CTAP eligible. View information about [CTAP eligibility](#) on OPM's Career Transition Resources website. You must submit the supporting documents listed under the Required Documents section of this announcement. To be considered well qualified under CTAP, you must be rated at a minimum score of 85 for this position.

Required Documents

- **Your [resume](#)**

[\(https://www.usajobs.gov/Help/faq/application/documents/resume/what-to-include/\)](https://www.usajobs.gov/Help/faq/application/documents/resume/what-to-include/)

: A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. A resume in English is required. It must contain your full legal name, address, phone number, complete work history including a detailed description of your duties, the dates you performed those duties (MM/DD/YY), your hours worked per week, job title, as well as series, grade, and salary (if applicable). For additional required items, see the link.

- **Your responses to the job questionnaire:** <https://apply.usastaffing.gov/ViewQuestionnaire/11066969>
<https://apply.usastaffing.gov/ViewQuestionnaire/11066969>

- **Are you a current or former federal employee?** ALL CURRENT AND FORMER FEDERAL EMPLOYEES MUST SUBMIT THE MOST RECENT COPY OF THEIR SF-50 (Notification of Personnel Action) showing competitive status: Tenure 1 or 2 in Block 24 and Position Occupied 1 in Block 34. Additionally, applicants should also submit a SF-50 reflecting the highest grade held on a permanent basis in the competitive service or the full performance level of your current position, whichever is higher, AND a SF-50 to support having met the time-in-grade requirement of having served 52 weeks at the grade level (or equivalent) below the grade level(s) for this position. Current CBP Employees are encouraged, but not required, to submit an SF-50(s) for CBP experience; however, additional SF-50(s) are required when using federal experience outside of CBP to receive credit towards the requirements above. Examples of appropriate SF-50s include promotions, within-grade increases and accessions.
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; your most recent SF-50 (noting your current position, grade level and duty location); a copy of your most recent performance rating; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456.
- **Are you a current or former political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee?** Submit a copy of your applicable SF-50, along with a statement that provides the following information regarding your most recent political appointment:
 - Position title
 - Type of appointment (Schedule A, Schedule C, Non-career SES, or Presidential Appointee)
 - Agency
 - Beginning and ending dates of appointment
- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards.

How to Apply

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

If you are unable to apply online or need to submit a document you do not have in electronic form, visit [this link](http://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information) (http://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information) for more information regarding an Alternate Application process.

Applications and supporting documentation will not be accepted by mail or email. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on 04/09/2021.**

It is your responsibility to verify that any information entered or uploaded is received and is accurate. Human Resources will not modify or change any part of your application. Determining your eligibility and qualifications is dependent on the supporting documentation and information provided, which may impact your referral for further consideration. If a document is not legible, you will not be able to view it in your application and you must again upload it by the closing date.

Please upload your resume under "Resume" and any other applicable supporting documents mentioned above under the appropriate Document Type. If your Document Type is not listed, upload as "Other."

Due weight will be given to performance appraisals and incentive awards in merit promotion selection decisions in accordance with 5 CFR 335.103(b)(3).

DHS offers competitive salaries and an attractive benefits package, including: health, dental, vision, life, and long-term care insurance; retirement plan; Thrift Savings Plan [similar to a 401(k)]; Flexible Spending Account; Employee Assistance Program; personal leave days; and paid federal holidays. Other benefits may include: flexible work schedules; telework; tuition reimbursement; transportation subsidies; uniform allowance; health and wellness programs; and fitness centers. DHS is committed to employee development and offers a variety of employee training and developmental opportunities. For more information, go to the [DHS Careers](https://www.dhs.gov/homeland-security-careers) (<https://www.dhs.gov/homeland-security-careers>).

website and select "Benefits." [Disabled veteran leave](https://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/disabled-veteran-leave/)

(<https://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/disabled-veteran-leave/>).

will be available to any Federal employee hired on or after November 5, 2016, who is a veteran with a service-connected disability rating of 30 percent or more.

Applying to this announcement certifies that you give permission for DHS to share your application with others in DHS for similar positions.

View [common definitions](http://dhsconnect.dhs.gov/org/comp/mgmt/dhshr/hr/Documents/JOA_Common_Definitions.pdf)

(http://dhsconnect.dhs.gov/org/comp/mgmt/dhshr/hr/Documents/JOA_Common_Definitions.pdf).

of terms in this announcement.

Agency contact information

CBP Hiring Center

Phone

[952-857-2932](tel:952-857-2932)

(<tel:952-857-2932>).

Email

CBPhiring-applicantinquiry@cbp.dhs.gov

(<mailto:CBPhiring-applicantinquiry@cbp.dhs.gov>).

[Learn more about this agency.](#)

([#agency-modal-trigger](#)).

Address

United States Border Patrol
Please read entire announcement
Please apply online
Washington, DC 20229
US

Next steps

GS Salary: Visit [this link](#)

(<http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages>)

to view the locality pay tables by geographic area. If you do not see your geographic area listed, select the "Rest of United States" pay table.

The open period for this job opportunity announcement may be extended to allow for a sufficient applicant pool.

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts with your [USAJOBS account](#)

(<http://www.usajobs.gov/Applicant/ProfileDashboard/Home>)

. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

Additional selections may be made beyond the total number of vacancies specified using this vacancy announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed above.

If you receive a conditional offer of employment for this position, you will be required to complete an [Optional Form 306, Declaration for Federal Employment](#)

(http://www.opm.gov/forms/pdf_fill/OF0306.pdf)

, and to sign and certify the accuracy of all information in your application, prior to entry on duty. False statements on any part of the application may result in withdrawal of offer of employment, dismissal after beginning work, fine, or imprisonment.

Any offers of employment made pursuant to this announcement will be consistent with all applicable authorities, including Presidential Memoranda, Executive Orders, interpretive U.S. Office of Management and Budget (OMB) and U.S. Office of Personnel Management (OPM) guidance, and Office of Management and Budget plans and policies concerning hiring. These authorities are subject to change.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy](#)

(</Help/equal-employment-opportunity/>)

[Financial suitability](#)

(</Help/working-in-government/fair-and-transparent/financial-suitability/>)

[New employee probationary period](#)

(</Help/working-in-government/fair-and-transparent/probationary-period/>)

[Privacy Act](#)

[Reasonable accommodation policy](#)

(</Help/reasonable-accommodation/>)

[Selective Service](#)

(</Help/working-in-government/fair-and-transparent/selective-service/>)

[Signature and false statements](#)

(</Help/working-in-government/fair-and-transparent/signature-false-statements/>)

[Social security number request](#)

[./Help/working-in-government/fair-and-transparent/privacy-act/.](#)

[./Help/working-in-government/fair-and-transparent/social-security-number/.](#)